

# KENTUCKY BOARD OF LICENSURE FOR NURSING HOME ADMINISTRATORS

MINUTES – March 24, 2008

A regular meeting for the Board of Licensure for Nursing Home Administrators was held at the Division of Occupations and Professions, 911 Leawood Drive, Frankfort, KY on March 24, 2007.

## **BOARD MEMBERS PRESENT**

Suzanne Rinne, Chair  
Helen Sims, Vice Chair  
Manuel Lee Brown, Jr., M.D.  
Benita Adkins  
Keith Knapp  
Debra Finneran  
Doris Ecton

## **OCCUPATIONS & PROFESSIONS STAFF**

Gerald Hoppmann, Director  
Carolyn Kyler, Board Administrator  
Susan Ellis, Fiscal Supervisor

## **MEMBERS ABSENT**

Mark Wiegand  
Eugenia O'Cull  
Sandra Brock

## **OTHERS PRESENT**

Mark Brengelman, Asst. Atty. Gen.

---

## **CALL TO ORDER**

Suzanne Rinne, Chair, called the meeting to order at 10:50 a.m.

## **MINUTES**

A motion was made by Mr. Knapp to approve the minutes of the November 20, 2007 board meeting as presented. Seconded by Ms. Adkins, motion carried.

Ms. Adkins made a motion to ratify the actions of the February 20, 2008 work group. Ms. Sims seconded the motion, motion carried.

## **FINANCIAL STATEMENT**

No actions were taken at this meeting.

## **DIRECTORS REPORT**

Mr. Hoppmann reported to the board that regarding HB 406 no transfers were made to General Fund for FY 2008.

## **LICENSEE STATUS REPORT –**

The Board expressed concern with regard to the number of licensees who did not renew. Ms. Adkins made a motion that the problem be investigated and that personal contact be made with each person on the list that was provided in the agenda packet. Ms. Sims seconded the motion. The motion carried. Ms. Rinne agreed to work with the Board Administrator. The motion was amended to include the ongoing problem with audited renewals.

## **STANDARDS OF PRACTICE REPORT**

A motion was made by Ms. Adkins to accept the Committee's recommendations of action. Seconded by Mr. Knapp, motion carried.

## **COMMITTEE REVIEW**

A motion was made by Mr. Knapp to approve all actions taken on applications and continuing education applications reviewed by the board. Seconded by Dr. Brown, motion carried.

Applications Reviewed 4 approved 1 denied 2 deferred  
Continuing Education Applications-4 Approved none denied  
Audited Renewals – 6 Approved none denied

## **OLD BUSINESS**

Proposed changes to the law and regulations – Keith Knapp. No action taken.

## **NEW BUSINESS**

Elect Officers for 2008 No action taken.

Review and approve NAB Computer Based Testing Agreement - No action taken.

Review and approve Code of Ethics for Board members – No action taken.

Review and approve new forms for website -No action taken.

Review correspondence from NAB regarding 2007 Mid-Year Meeting-no response necessary

Review and discuss correspondence from the Center for Health Care Professions-No action taken

Online “Audited Renewals” – Table to May 13 meeting.

## **TRAVEL AND PER DIEM**

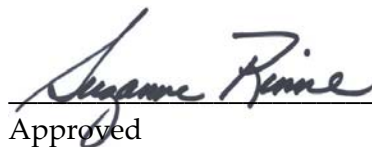
A motion was made by Mr. Knapp to approve travel and per diem for all members attending today's board meeting. Seconded by Dr. Brown, motion carried.

## **NEXT MEETING**

The next regularly scheduled Board meeting will be May 13, 2008.

## **ADJOURN**

Being no further business to come before the Board, the meeting was adjourned at 11:30 a.m.

  
\_\_\_\_\_  
Approved